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28 NOV 1980
OS REGISTRY
FILE *Report 5*

MEMORANDUM FOR: Acting Deputy Director for Administration

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FROM:

[Redacted]
Director of Security

SUBJECT: Office of Security Significant Activities
Week of 20 - 26 November 1980 (U)

REFERENCE: DDA Administrative Instruction No. 74-5

1. This memorandum is for information only. (U)
2. The activities of the Office of Security during the week of 20 - 26 November 1980 were highlighted by the following items:



b. A physical security survey conducted at the Federal Trade Commission (FTC) determined that agency does not have proper facilities to store the National Intelligence Estimate (NIE) classified at the Secret level. Therefore, arrangements were made for an Agency courier to deliver and retrieve the documents the same day. In the event the FTC determines it is necessary to retain the document in the future, FTC will obtain proper safekeeping equipment. (U)

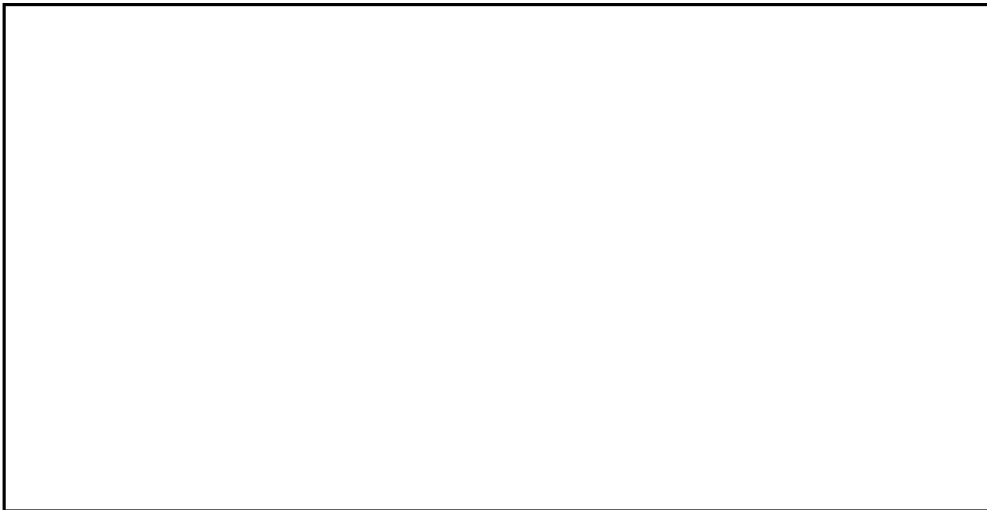
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d. Meetings were held with representatives of the Office of Logistics, Real Estate and Construction Division, and the DDO/Freedom of Information Act Office in regard to the occupancy of the DDO/FOIA office space in a commercial building located in [redacted]

[redacted] The necessary alterations have been completed, and occupancy will take place in about two weeks, after the installation of the recommended alarm system. (U)

e. On 18-19 November, a member of the Information Systems Security Group met with representatives of [redacted] to discuss the security requirements for multi-compartmented processing of Agency classified data in an existing computer system. The meeting also covered the planned utilization of over 40 mini-computer systems by [redacted] in support of a special project, and security requirements were levied for these systems. (C)

f. From 10-21 November, members of the Information Systems Security Group visited [redacted] West Coast contractor sites processing or planning to process classified Agency data. Discussions centered on ISSG processing requirements and mechanisms whereby contractors may obtain processing approvals. (U)

g. A member of the Safety Group attended a one-day program, "Rape Awareness Day," at the University of Maryland to assess the information discussed in terms of applicability to our women's self-protection program. (U)

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h. [] provided support to the DCI Security Staff in connection with the DCI's visit to St. Louis on 25 November, where he was to deliver a speech at the Principia High School. The DCI and Mrs. Turner plan to return to Washington, D.C., on 29 November after a stopover at Offutt Air Force Base, Omaha, Nebraska. (S)

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28 November 1980

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